

NORTHPOINTE HEALTHCARE SYSTEMS BOARD OF DIRECTORS

Regular Monthly Meeting

MINUTES

715 Pyle Drive; Kingsford, Michigan

March 22, 2012 - 4:00 p.m.

CALL TO ORDER/ROLL CALL:

Karen Raether, Board Chairperson, called the meeting to order at 4:00p.m. Mary Wendt, Board Secretary, conducted the roll call.

<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>	<u>MEMBERS</u>	<u>Present</u>	<u>Excused</u> <u>Absent</u>	<u>Absent</u>
Connors, Peggy		X		Luhtanen, Joan	X		
DeDie, William	X			Martin, Ann		X	
DeGrave, Marylee	X			Negro, Mari	X		
Erickson, Peggy	X			Raether, Karen	X		
Hofer, Millie	X			Plumley, Robert	X		
Lang, Bernie	X(4:20 p.m.)			Spence, Christine	X		

REPRESENTING ADMINISTRATION: K. Thekan, B. Adrian, T. Wendt, M. Wendt

PLEDGE OF ALLEGIANCE - The Pledge of Allegiance to the Flag was recited by all

PUBLIC COMMENTS

- Karen Thekan presented Rob Plumley with certificate of appreciation for serving 9 years on the Northpointe Board of Directors. Ms. Thekan stated that Mr. Plumley did not seek reappointment to the Board and thanked him for all of his dedication and hard work.

APPROVAL OF THE AGENDA: There were no additions to the agenda

ACTION: Moved to approve the agenda as presented.

Motion by: J. Luhtanen; supported by M. DeGrave. **Motion carried unanimously**

APPROVAL OF THE MINUTES:

There were no additions or corrections to the minutes from the regular Board of Directors meeting on February 23, 2012.

ACTION: A motion was made to dispense with reading the minutes from the February 23, 2012 regular Board of Directors meeting and approve as written.

Motion by: M. DeGrave; supported by C. Spence. **Motion carried unanimously.**

PRESENTATION: Telemedicine - Dr. Amit Razdan

Karen Thekan introduced Dr. Amit Razdan, Northpointe Medical Director, and stated that Dr. Razdan would be presenting on telemedicine via video television conference from his office in Tampa, Florida. Ms. Thekan stated that Dr. Razdan, in addition to serving as the Northpointe Medical Director, is a child and adolescent psychiatrist. Dr. Razdan stated that during the last year he has seen over 100 new patient evaluations and over 1,000 follow-ups through telemedicine and this number is increasing. Dr. Razdan stated that the satisfaction with telemedicine has been very high and works very well when seeing children. Dr. Razdan further stated that telemedicine is becoming more mainstreamed and that hopefully in the next year e-prescribing will begin. Dr. Razdan stated that telemedicine is also now being used to testify in the Dickinson County and Iron County Probate Court systems. Questions were addressed by Dr. Razdan.

Bernie Lang present 4: 20 p.m.

CEO REPORT

Karen Thekan stated that her March 2012 CEO Report was in Board packets; she provided the following updates and highlights:

Regional Activity:

- The U.P. regional directors' meeting was recently held and issues discussed were: the new Medicaid allocation methodology will go into effect in March; the Advisory Council meeting is scheduled for April 3; the region submitted a second request for proposal for a U.P. crisis residential unit; and access information and data on inpatient stays in the region was reviewed.

Federal/StateActivity:

- Public forums are in the process of being held across the State regarding the Dual Eligibles Plan proposal. Input/comments from the public, regarding the plan, can be submitted to the State until April 4.
- A new quality of life survey from the National Corp. Indicators will be sent to parents/guardians of developmental disabled individuals and the survey will be benchmarked nationally.
- One of the children’s waiver was amended to serve children with serious emotional disturbances in foster care.

Local Activity:

- The Dickinson-Iron 2011 Great Start Collaborative Annual Community Report was provided for information.

PERSONNEL COMMITTEE REPORT - B. Lang

Mr. Lang highlighted the following from the Personnel Committee meeting minutes:

1. **ISSUE:** Clinical Provider Recruitment and Retention Plan

A draft of the plan was discussed at the February Personnel Committee meeting as the National Health Services Corp. has asked that Northpointe put a clinical recruitment and retention plan in place. Personnel Committee members reviewed the plan and provided input specifically as to what strategies could be used as a Board to recruit and retain clinical staff. This plan will be geared toward master level clinicians, psychiatrists, and nurse practitioners.

ACTION: Terri Wendt will meet with the clinical directors to get their input for the plan. A draft of the plan will be provided for review before it is finalized.

2. **ISSUE:** Demo of the Performance, Recognition and Review (PRR) Program

A PowerPoint presentation on the PRR program that is used for an employee’s annual evaluation was presented.

ACTION: Information

3. **ISSUE:** Continued Benefits Discussion

A discussion continued regarding as to what direction to go with continued benefits.

ACTION: Ongoing

4. Miscellaneous

- A Personnel Committee meeting will be scheduled in early May.

ACTION: A motion was made by B. Lang, supported by J. Luhtanen that the Personnel Committee Report be received and placed on file.

DISCUSSION: Karen Thekan stated that due to committee meeting minute’s not needing approval that the above motion would need to be rescinded.

ACTION: B. Lang rescinded his motion, J. Luhtanen rescinded her second.

FINANCE COMMITTEE REPORT - C. Spence

Ms. Spence highlighted the following from the Finance Committee meeting minutes:

1. **ISSUE:** Review Check Disbursement Report

The check disbursement report in the amount of \$1,268,028.51 was reviewed and recommended for Board approval. It was provided by Mari Negro that the Mental Health Code states “A Board member shall not receive more than 1 per diem payment per day regardless of the number of meetings scheduled by the Board for that day.” Ms. Negro asked if Northpointe was in violation of this as Board members are paid a \$40.00 per diem for attending 1 meeting/day and a \$60.00 per diem for attending 2 or more meetings/day. Bill Adrian will look into clarifying this issue to see if there was a violation regarding per diem payments.

ACTION: A motion was made by C. Spence, supported by M. Negro to approve the check disbursement report for bills paid in the amount of \$1,268,028.51 as presented.

DISCUSSION: Karen Thekan stated that the issue of per diems is still being researched.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann		
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

Motion carried unanimously.

2. **ISSUE:** Review Financial Report – February 2012

The committee reviewed the February 2012 financial report and recommended for Board approval.

ACTION: A motion was made by C. Spence, supported by M. DeGrave to approve the February 2012

financial report.

ROLL CALL VOTE:

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann		
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

Motion carried unanimously.

3. **ISSUE:** Contract(s)/Agreement(s)

The committee reviewed the following contracts and recommended for Board approval.

#	Name of Contract	Purpose of Contract	Date of Contract	Old Rate	New Rate	Change
A.	Little Ones of the U.P.	Supervision	4/1/12-10/31/12	\$50/hr.	\$50/hr.	n/a
This is a renewal agreement for reflective supervision for infant mental health endorsement that is needed for the Home Based teams in Dickinson and Menominee Counties.						
B.	Anderson, Tackman & Co.	Financial Audit	4/1/12-3/31/14	\$10,000 per year	\$10,000 for 2013 \$10,500 for 2014	Inc. of \$500
This is a renewal agreement for a complete annual financial audit.						
C.	Erickson AFC	Specialized Residential	4/1/12-3/31/13	\$36.24	\$37.60	Inc.\$1.36
This is a renewal agreement for two residents living in the Erickson Home.						
D.	Jim's Escort Services	Transportation	4/1/12-3/31/13	\$.90/ mile for one staff \$1.25/ mile for 2 staff & \$15.00/hr. wait time if over 2 hours. \$100.00 or actual mileage for canc.	same	n/a
Renewal agreement for transportation services for consumers who need a ride to or from inpatient hospitalization.						
E.	North Transport, Inc.	Transportation	5/1/12-4/30/13	\$.90/ mile for one staff \$1.25/ mile for 2 staff & \$15.00/hr. wait time if over 2 hours. \$100.00 or actual mileage for canc.	same	n/a
Renewal agreement for transportation services for consumers who need a ride to or from inpatient hospitalization.						
F.	Birchwood AFC	Specialized Residential	2/17/12-12/31/12	n/a	\$48.60	n/a
This is an addendum to the current contract for the addition of a new resident.						
G.	Dale Schmeisser	Dietary Services	5/1/12-4/30/13	\$50.00/hr. for dietary \$25.00/hr. for training time	\$50.00/hr. for dietary \$25.00/hr. for training time	
This is a renewal agreement for dietary services in all of our homes, outpatient referrals and training.						

ACTION: A motion was made by C. Spence, supported by M. Hofer to approve all contracts as noted above.

ROLL CALL

<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>	<u>MEMBERS</u>	<u>YES</u>	<u>NO</u>
Connors, Peggy			Luhtanen, Joan	X	
DeDie, William	X		Martin, Ann		
DeGrave, Marylee	X		Negro, Mari	X	
Erickson, Peggy	X		Raether, Karen	X	
Hofer, Millie	X		Plumley, Robert	X	
Lang, Bernie	X		Spence, Christine	X	

Motion carried unanimously.

4. Miscellaneous

- Karen Thekan attended the State directors’ meeting and a PIHP directors’ meeting in Lansing from March 19-21.
- Bill Adrian stated that the Northpointe audit report was provided for review as the report will be the April Board presentation. Mr. Adrian also stated that if anyone has questions regarding the audit before the meeting to contact him.
- Bill Adrian stated that Northpointe recently received a \$20,000.00 donation; \$10,000.00 for the Boyington Home and \$10,000.00 for the Maple Ridge Home. Mr. Adrian asked for permission to write a thank you letter on the Board’s behalf for this donation and consensus was that a thank you letter should be written. Miscellaneous questions were addressed by Mr. Adrian.

CHAIRPERSONS REPORT - K. Raether

- Ms. Raether stated that she would like to acknowledge Rob Plumley’s 9 years on the Northpointe Board and that he has been a very valuable Board member.
- Reappointed to the Northpointe Board of Directors was: Peggy Erickson from Dickinson County and Millie Hofer and Karen Raether from Menominee County.
- The Spring Board Association conference will be held in Dearborn on from May 21-23 and Board members should begin thinking if they would like to attend this. Karen Thekan stated that a regional meeting will be held at this conference.
- A nominating committee was named: Peg Erickson-Chairperson, Peggy Connors or Joan Luhtanen (if Ms. Connors is not available), and Bernie Lang. This committee will present a slate of officers for election at the April 19, 2012 Board meeting.
- The public forum regarding the Dual Eligibles Plan proposal is scheduled for 8:00 a.m. on March 23 and can be teleconferenced from any of three Northpointe offices.

UNFINISHED BUSINESS – No unfinished business

NEW BUSINESS - No new business

BOARD PREROGATIVE/AMBASSADOR MOMENT – None

PUBLIC COMMENTS - No public comments

ADJOURNMENT

Chairperson Raether stated the meeting adjourned. Meeting adjourned at 5:19 p.m.

The next regular monthly Board meeting is scheduled for April 19, 2012 in Kingsford, Michigan at 4:00 p.m.

Karen Raether, Chairperson

Peggy Connors, Secretary

Mary Wendt, Board Secretary